

INSTRUCTIONS FOR FILING AN APPLICATION FOR A WELL PROJECT
IN THE AREA DELINEATED A "**GROUND WATER PROTECTED AREA**" BY THE DRBC

Project Review Branch - (609) 883-9500, extension 270

State and Federal laws in the Delaware River Basin require that no well water project involving an average withdrawal of more than 100,000 gallons per day (gpd) during any calendar month shall be undertaken without approval by the Delaware River Basin Commission (DRBC). In addition, Resolution No. 80-18 requires that new or expanded well water projects located within the delineated "**Ground Water Protected Area**" (GWPA) involving an average withdrawal of more than 10,000 gpd from a well or group of wells operated as a system are required to obtain a Protected Area Permit.

STEP I

At least 30 days prior to exploratory drilling in the GWPA, a prospective applicant shall submit an advanced notice in writing to DRBC which includes the following:

1. A map (preferably a USGS topographic map) showing the location of the proposed new well, perennial streams, and existing wells within the radius set forth in Section 11a of Resolution No. 80-18.
2. The anticipated average and maximum daily withdrawal rates of the proposed project.
3. The purpose of the project and the feasibility of satisfying water requirements on a timely basis from existing supplies and facilities.
4. Certification that the proposed test well site is not within any wetland or floodway.

After preliminary review of the advance notice, an informal conference may be scheduled by the Executive Director or upon request of the prospective applicant. Additional preliminary information and data may be requested for Commission or State review in order to substantiate a formal application for a GWPA Permit for the project.

STEP II

Formal application forms and any substantiating information for a Protected Area Permit shall be submitted upon completion of design and scheduling of construction.

A complete application shall consist of the following:

1. Completed application forms (attached).
2. Report prepared by a hydrogeologist which shall include, but is not limited to: map showing wells, gaging stations; well log showing pumping well depth, diameter, casing length, static and pumping water levels, pumping rate, geologic formations, depth at which ground water encountered; pump test pilot (time-drawdown) of pumping well; map showing contours of zero, 5', 10', 20'--etc. drawdown of pumping well and all observation wells during 48-hour pump test. Test shall include discussion of estimated effects of new withdrawals on existing water supplies and streamflow, and a water budget analysis of study area. (Applicants may contact DRBC staff for guidance.)
3. A detailed water conservation plan that includes a leakage control program for monitoring, prevention and immediate repair of leakage; and, where applicable, a conjunctive use plan that utilizes interconnections with adjacent or nearby water supply systems.
4. Drought emergency plan specifying actions which would be taken in stages to effect specified reductions in water demands to assure supplies to priority uses.

5. Permit review fee. (Government agencies are exempt from fee but must complete form for cost information.) Complete "Applicant's Statement - Project Review Fee" form and submit form with proper payment.
6. A photocopy of the well registration form(s) sent to the State agency. (A registration form must be filled out for each well and sent to the State agency if not previously registered.) Send the registration form to the State agency; include only photocopies in the application.

Registration forms are available at, and should be returned when completed to:

Pennsylvania Well Registration Form
Pennsylvania Department of Environmental Resources
Division of Water Planning & Allocation
P.O. Box 8555
Harrisburg, Pennsylvania 17105-8555
(717) 772-4048

WHERE TO SEND COMPLETE APPLICATIONS:

Applications for public water supply well projects in the State of Pennsylvania should be submitted to the appropriate regional office of the Pennsylvania Department of Environmental Resources, including any proposed conservation programs, conjunctive use management and drought emergency plans.

Pennsylvania Regional Offices serving the Delaware Basin are as follows:

Southeast Regional Office: (Bucks, Chester, Delaware, Montgomery, Philadelphia counties)

Phone Number: (215) 832-6000
Suite 6010 Lee Park
555 North Lane
Conshohocken, Pennsylvania 19428

Northeast Regional Office: (Carbon, Lackawanna, Lehigh, Luzerne, Monroe, Northampton, Pike, Schuylkill, Wayne counties)

Phone Number: (717) 826-2525
667 North River Street
Wilkes-Barre, Pennsylvania 18705-1099

Southcentral Regional Office: (Berks, Lancaster, Lebanon counties)

Phone Number: (717) 705-4707
909 Elmerton Avenue
Harrisburg, Pennsylvania 17110-8200

An application for all other well projects in the GWPA should be submitted directly to the Delaware River Basin Commission, P.O. Box 7360, West Trenton, New Jersey 08628.

DELAWARE RIVER BASIN COMMISSION

P. O. Box 7360, West Trenton, NJ 08628-0360

(609) 883-9500 (Extension 270)

Type of Application (Check one or more - see attached sheet)

- (a) Addition to the Comprehensive Plan ()
- (b) Change in a Comprehensive Plan Project ()
- (c) Approval under Section 3.8 of the Compact ()
- (d) Approval under Article 10 of the Compact for a Protected Area Permit ()
- (e) Renewal of previous approval ()

Pursuant to the Delaware River Basin Compact and the Rules of Practice and Procedure of the DRBC, application is hereby made for review of the project described below:

(A) Application From: (please print or type)

Name: _____

Mailing Address: _____

Phone: () _____

Counsel Name: _____ Phone: () _____

Mailing Address: _____

(B) "APPLICANT'S STATEMENT--PROJECT REVIEW FEE" form should be completed and submitted with appropriate fee for all Section 3.8 and Article 10 applications. (Government agencies are exempt from fee.)

(C) Description of Project:

(Information required by Section 2-3 of the Rules of Practice and Procedure should be attached.)

(E) Water Conservation Plan Enclosed per attached directions ()

Signature of Authorized Person: _____

Name (typed or printed): _____

Title: _____

Date: _____

TYPE OF APPLICATION

(a) Addition to the Comprehensive Plan

Federal, State, and local agencies are required to plan all projects (related to powers delegated to the Commission by the Delaware River Basin Compact) in consultation with the Commission. (For private project sponsors, cooperative planning and inclusion of a project in the Comprehensive Plan, where warranted, are optional.) Upon completion of the planning phase, but prior to actual design, application should be made for inclusion of a project in the Comprehensive Plan. If, however, actual designs are completed and construction scheduled within three years, application should be made concurrently for inclusion in the Comprehensive Plan and approval under Section 3.8 of the Compact. Information to accompany this type of application is described in Section 2-1.4 of the Commission's Rules of Practice and Procedure.

(b) Change in a Comprehensive Plan Project

Proposals for changes and additions to a Comprehensive Plan Project may be submitted by any party of interest. Information to accompany this type of application is described in Section 2-1.4 of the Commission's Rules of Practice and Procedure.

(c) Approval Under Section 3.8 of the Compact (Basinwide)

Application for approval under Section 3.8 of the Compact should be made for any project, public or private, which may have a substantial effect on the water resources of the Basin. Projects, or components of projects, previously included in the Comprehensive Plan also require Section 3.8 approval once final plans are formulated. Approval under Section 3.8 must be obtained prior to the start of any construction activity. The Commission's Rules of Practice and Procedure classify such projects in Section 2-3.5 and describe exhibits to accompany the application in Section 2-3.8.

(d) Approval Under Article 10 of the Compact (Ground Water Protected Area)

Application for approval under Article 10 of the compact should be made for any project, public or private, in which the average daily withdrawal rate exceeds 10,000 gallons per day in any designated "protected area" so determined and delineated by the Commission. Resolution No. 80-18 defines these areas and describes the regulations for the Ground Water Protected Area in southeastern Pennsylvania.

(e) Renewal of Previous Approval

All ground water withdrawal applications approved after February 1979 have specific expiration dates included and the withdrawal must terminate unless renewed. Also, approvals for other types of projects occasionally include specific expiration dates and applications to continue the project must be submitted.

Water Conservation Plan - Minimum Components

ALL PURVEYORS SEEKING DRBC APPROVAL FOR NEW OR EXPANDED WATER WITHDRAWALS MUST INCLUDE THE FOLLOWING COMPONENTS IN THEIR WATER CONSERVATION PLAN:

Source Metering (No. 86-12)

- Meter type/method
- Meter reading and recording procedure
- Meter calibration, maintenance, and replacement schedule

Service Metering (No. 87-7 Revised)

- Metered? If not, schedule for 100% service metering by 4/22/97.
- Meter types
- Meter reading and recording procedure
- Meter calibration, maintenance, and replacement schedule
- Water rate schedule (Is billing based on metered usage?)
- *Purveyor program to provide residential customers with information on
 - savings available through water conservation;
 - different methods of residential water conservation; and
 - availability of water conservation devices.

Leak Detection & Repair (LD&R) (No. 87-6 Revised)

- Completed Plan or Executive Summary (Pennsylvania Applicants may substitute an LD&R Compliance Report)

Water Conservation Performance Standards (No. 88-2 Rev. No. 2)

- Status of municipal regulations in applicant's service area. (Pennsylvania only)
- *Adopted policy to certify or verify that "no new service connections shall be made to newly constructed premises with plumbing fixtures and fittings that do not comply with water conservation performance standards contained in Resolution No. 88-2 (Revision No. 2)."

PURVEYORS WITHDRAWING 1 MGD OR MORE (NEW OR EXPANDED WITHDRAWALS) SHALL ALSO INCLUDE THE FOLLOWING:

Water Conservation Retrofit Devices (No. 81-9)

- Provision of information on the availability of water-conserving devices and procedures.

Retail Water Pricing (No. 92-2) (This requirement is waived if the purveyor either documents it has adopted a water conserving pricing structure or is in the process of implementing such a pricing structure in accordance with a Commission schedule or a schedule established by the appropriate state public utilities commission.)

- An evaluation of the feasibility of implementing a water conservation pricing structure and billing program. The evaluation shall, at a minimum, consider:
 - The potential change in the quantity of water demanded for customer classes and their end uses of water during both peak and non-peak periods stemming from alternative water conservation pricing structures;
 - The potential revenue effects of the alternative pricing structures;
 - Any legal or institutional changes necessary or desirable to implement a water conservation pricing structure; and
 - How conservation pricing could be coordinated with other conservation programs and measures to reduce both average and peak water use.

* Optional 12/6/94

DELAWARE RIVER BASIN COMMISSION

Application for Approval of a Proposed Ground Water Withdrawal

1. Applicant's Name _____

2. Mailing Address _____

3. Telephone Number _____

4. Affidavit:

State or Commonwealth of _____

County of _____. I, _____

being duly sworn, according to law, depose and say that I (am the applicant) (am an official or officer of the applicant) (have the authority to make this application) and that the plans, reports and documents submitted as part of the application are true and correct to the best of my knowledge and belief.

Sworn and subscribed to before me this _____ day of _____ 19 _____,

Notary Public*

Signature of responsible official

* Applications for withdrawal for agricultural irrigation are not required to be notarized.

5. Name of Engineer (or Geologist) and Firm _____

6. Mailing Address _____

7. Telephone Number _____

8. Signature of Consultant _____

Engineer's Seal

9. Project identification and location of proposed withdrawal(s):

Well Number(s) _____

State _____ County _____

Municipality _____

10. Attach map (preferably USGS Quadrangle) indicating location of proposed well(s) and all existing project water sources, including: wells, surface water intakes, and interconnections.

11. Physical description of location; refer to established landmarks such as roads and streams.

12. Estimated cost of proposed project, including design: _____

13. Present average water use:

| Water Use | Self-Supplied Ground mgd mg/30* | Self-Supplied Surface mgd mg/30* | Other Sources mgd mg/30* | Total mgd mg/30* | Estimated** Consumptive Use % |
|--------------------|------------------------------------|-------------------------------------|-----------------------------|---------------------|-------------------------------------|
| Domestic Supply | | | | | |
| Industrial Process | | | | | |
| Industrial Cooling | | | | | |
| Irrigation | | | | | |
| Other | | | | | |
| Total Water Use | | | | | |

*mgd = million gallons per day; mg/30 = million gallons per 30-day period

**Consumptive use is water withdrawn that is not returned to the surface or ground waters.

14.a. Purpose of proposed withdrawal(s)?

b. For replacement wells, provide the reason the existing well is being replaced.

15. Requested allocation from proposed well(s):

Proposed Well No. _____ - _____ mg/30

Proposed Well No. _____ - _____ mg/30

Proposed Well No. _____ - _____ mg/30

Total requested withdrawal from all project wells - _____ mg/30

16. Establish the need for requested allocation:

| Total Project Water Needed | Existing | Design (Year _____) |
|--|-----------------------|-----------------------|
| Water Demand, Average | _____ mgd _____ mg/30 | _____ mgd _____ mg/30 |
| Water Demand, Maximum | _____ mgd _____ mg/30 | _____ mgd _____ mg/30 |
| Population Served (Public Supplies) | _____ | _____ |
| Service Connections | | |

System Storage: _____ mg, _____ days supply.

(Applicants for agricultural irrigation wells shall include:

acreage to be irrigated _____ acres,

type of crop(s) _____

Agricultural Extension Service water requirement recommendations _____ inches/year.

17. Existing and/or proposed interconnections and their capacities.

a.

| Name of Interconnecting Purveyor | Interconnection Capacity (mgd) | Annual Average Use (mgd) | Maximum Monthly Use (mgd) |
|-------------------------------------|--------------------------------------|-----------------------------|------------------------------|
| | | | |
| | | | |
| | | | |
| | | | |

b. Discuss the feasibility of interconnecting project system with other distribution systems.

18.Information on applicant's existing wells:

| Well No. | Well Depth (feet) | Cased Depth/ Casing Diameter (feet/inches) | Screened Interval (ft.) to (ft.) | Existing Pump Capacity (gpm) | Date Drilled | Aquifer |
|----------|----------------------|--|-------------------------------------|---------------------------------------|-----------------|---------|
| | | | | | | |

19.Enclosed a map showing the areas served by the applicant and any proposed increase in service area as a result of the subject well project.

20.a. What percent of individual water services are metered?

_____ %. If not 100%, give schedule of when it will be 100%.

b. Are all wells, surface water intakes, and interconnections metered? _____

If not, identify each unmetered well, intake and interconnection and the anticipated date of metered installation.

21. Well Record (Proposed Well(s)) [Complete one form for each proposed well.]

Well No. _____, Geologic Formation _____

Date Drilled _____, Well Driller _____

Describe measuring reference point and indicate distance above or below ground surface (all depths should be measured from reference point).

Depth drilled _____ feet, Diameter _____ inches.

Casing: Minimum Diameter _____ inches, Maximum Length _____ feet.

Well Screen: Top of Screen _____ feet, Bottom of Screen _____ feet.

Well Yield _____ gpm, Specify Capacity _____ gpm/feet.

Permanent Pump: Type _____

Capacity _____ gpm, Intake Setting _____ feet.

Air Line Depth _____ feet, Type of Metering _____

=====

Well Record (Proposed Well(s)) [Complete one form for each proposed well.]

Well No. _____, Geologic Formation _____

Date Drilled _____, Well Driller _____

Describe measuring reference point and indicate distance above or below ground surface (all depths should be measured from reference point).

Depth drilled _____ feet, Diameter _____ inches.

Casing: Minimum Diameter _____ inches, Maximum Length _____ feet.

Well Screen: Top of Screen _____ feet, Bottom of Screen _____ feet.

Well Yield _____ gpm, Specify Capacity _____ gpm/feet.

Permanent Pump: Type _____

Capacity _____ gpm, Intake Setting _____ feet.

Air Line Depth _____ feet, Type of Metering _____

22. Driller's Log

Attach separate sheet describing the nature and depth interval of subsurface materials and water bearing zones encountered during drilling of each proposed well.

23. Attach map identifying all nearby wells owned by others that could be affected by the pumpage of the proposed well(s) and complete Line 27 for each well. (See following page for Line 27.)

24. Extended pump test (may be waived for agricultural irrigation wells in the coastal plain aquifer)

Attach copies of basic data sheets and any resultant water level charts, tables, graphs, etc., for the pumped well, monitoring wells, and nearby perennial stream sites. The pumping test shall be of not less than 48 hours pumping duration and at a constant withdrawal rate of not less than the proposed rate. The following test control guidelines are required but are not limited to the following:

- a. Date and time of all static, pumping, and recovery water level measurements.
- b. Record of pumping rate measured frequently throughout the test.
- c. Sufficient static water level measurements in all wells to determine any trends in water level changes prior to beginning of pumping.
- d. Pumping and recovery measurements in the pumped well and observation wells should be made.
- e. Wells, sufficient to determine all possible interference, shall be monitored.
- f. Records of precipitation, measurements or observations of nearby streamflows, and weather conditions throughout the test.

25. Attach a copy of the application submitted to the appropriate state agency (if applicable).

26. Include chemical and bacterial analysis of the water from the proposed well(s). (Irrigation wells omit Line 26).

27. Existing nearby wells:

Owner _____ Phone _____

Address _____

Well No. _____ Type of Use _____ Quantity Used _____

Date Drilled _____ Well Driller _____

Well Depth _____ feet, Screened Interval _____ feet to _____ feet.

Casing Diameter _____ inches; Casing Depth _____ feet.

Pump: Type _____ Capacity _____ Intake Setting _____ feet.

Describe location of well on property _____

Owner _____ Phone _____

Address _____

Well No. _____ Type of Use _____ Quantity Used _____

Date Drilled _____ Well Driller _____

Well Depth _____ feet, Screened Interval _____ feet to _____ feet.

Casing Diameter _____ inches; Casing Depth _____ feet.

Pump: Type _____ Capacity _____ Intake Setting _____ feet.

Describe location of well on property _____

Owner _____ Phone _____

Address _____

Well No. _____ Type of Use _____ Quantity Used _____

Date Drilled _____ Well Driller _____

Well Depth _____ feet, Screened Interval _____ feet to _____ feet.

Casing Diameter _____ inches; Casing Depth _____ feet.

Pump: Type _____ Capacity _____ Intake Setting _____ feet.

Describe location of well on property _____

27. Existing nearby wells:

Owner _____ Phone _____

Address _____

Well No. _____ Type of Use _____ Quantity Used _____

Date Drilled _____ Well Driller _____

Well Depth _____ feet, Screened Interval _____ feet to _____ feet.

Casing Diameter _____ inches; Casing Depth _____ feet.

Pump: Type _____ Capacity _____ Intake Setting _____ feet.

Describe location of well on property _____

Owner _____ Phone _____

Address _____

Well No. _____ Type of Use _____ Quantity Used _____

Date Drilled _____ Well Driller _____

Well Depth _____ feet, Screened Interval _____ feet to _____ feet.

Casing Diameter _____ inches; Casing Depth _____ feet.

Pump: Type _____ Capacity _____ Intake Setting _____ feet.

Describe location of well on property _____

Owner _____ Phone _____

Address _____

Well No. _____ Type of Use _____ Quantity Used _____

Date Drilled _____ Well Driller _____

Well Depth _____ feet, Screened Interval _____ feet to _____ feet.

Casing Diameter _____ inches; Casing Depth _____ feet.

Pump: Type _____ Capacity _____ Intake Setting _____ feet.

Describe location of well on property _____

28. Waste water disposal information:

a. Describe the method of treatment and disposal of waste water from the project service area.

b. If waste water is discharged to a treatment plant, please provide

Name or Owner: _____

Location: _____

Design Capacity: _____ mgd, Current Operating Load _____ mgd

Present treatment plant efficiency: _____%

29. Will the water withdrawn receive any treatment prior to use? _____ Yes _____ No

If yes, describe:

30. Water Conservation Plan (see Page 5)

31. Drought Emergency Plan (All projects in the Protected Area and those with total system water withdrawals in excess of 1.0 mgd).

A drought emergency plan shall be prepared by each person, firm, corporation or other entity withdrawing ground water for purposes of municipal or public, industrial, or commercial water supply. Such plans shall be filed with this application.

32. Flood Potential

Neither the pump house, well, nor ancillary equipment may be located above the natural ground surface within the 100-year floodway.

Submit a site map showing the locations of the 100-year flood plain and floodway boundaries (as indicated by the Flood Insurance Study for the project municipality) in relation to the proposed well(s) and pump houses.

If the pump house is located in the flood fringe area, submit a drawing indicating that the pump house floor is at least one foot above the 100-year flood elevation, or flood-proofed to that elevation.

If a Flood Insurance Study has not been completed for the project municipality, supply a copy of the Official Flood Hazard Boundary Map of the site and indicate the locations of the proposed well(s) and pump house.

33. Wetland

Identify all wetlands in the vicinity of the project. No wells or related structures are to be located within a wetland. (Wetlands are defined in the Water Code, Section 2.350.1). Each application shall include a certification that the proposed project is not located within a wetland.

34. If the proposed withdrawal is part of a ground water decontamination project, submit copies of any engineering studies on the nature and extent of the contamination and the proposed remediation program.

NOTE: The applicant must supply all requested information to expedite the review process. Incomplete forms will be returned to the applicant for completion.